

Town Manager Report

Town of Lunenburg- April 11, 2023





Contact Information

 Facebook

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Announcement on Existing Vacancies

The following is a list of current vacancies on the following committees:

- 300th Anniversary Committee (1 vacancy)
- Finance Committee (1 vacancy)
- Green Communities Committee (1 Associate vacancy)
- Open Space Committee (1 Member at Large vacancy)
- Personnel Committee (1 vacancy)
- Zoning Board of Appeals (1 Associate vacancy)

Interested persons can find Volunteer Applications on the Town Website and completed forms can be sent to the Select Board's Office. Anyone that has any questions on volunteer opportunities can contact the Select Board's Office at (978) 582-4130 x 144.

Current Employment Opportunities with the Town

The following is a list of current employment opportunities with the Town:

- Assistant to the Sewer Business Manager (24 hours/week)
- Building Commissioner (36 hours/week)
- Assistant Town Accountant (32 hours/week)

- Digital Services Staff Librarian (20 hours/week)
- Library Assistant (19 hours/week)
- Police Officer (40 hours/week)
- Seasonal Lifeguards (Seasonal)
- Beach Director (Seasonal)
- Videographer (2-10 hours/week)

More information on each position can be found on the job postings, which are located on the town website. hours

Status on Becoming "Age Friendly" Community

Similar to becoming a Dementia Friendly Community, the COA Director, the Land Use Director, the Parks Chair, the Library Director, the Police Chief, and myself have been working towards becoming Age Friendly. Our regional planning agency was assisting us this fall and where we left off with them has required the COA Director and I to regroup and try to get this over the finish line. The COA Director is working on the application and I will put together our commitment letter that accompanies the application to AARP. We hope to get this submitted over the next couple of weeks.

Town Website Updates and Social Media:

The new IT Administrative Assistant, Kara McCarthy, has been cleaning up the town website pages to make them more uniform. She has completed all the individual department pages and is now going through the Board/Committee pages. Kara and Casey from Suzor IT will be leading the migration to our new website through CivicPlus, which should take approximately 4-6 months. Kara also has been added to the Town Facebook page as an editor and has created a new town Instagram account called townoflunenburgma.

30 School Street Hazardous Abatement and Demolition

The 30 School Street project has been progressing and the hazardous abatement is complete. Today the architect let the Facilities Director know that the Board of Health has a hold on the demolition permit due to the old septic system. The Board of Health wants the Town to remove it before they let the demolition permit go through. The Facilities Director will be speaking with the Board of Health agent tomorrow.

Meetings, Events, and Other Announcements:

- The Finance Committee has a public hearing on the budget and articles on the ATM warrant on April 20, 2023 at 7 PM at Town Hall.
- The Annual Town Meeting is Saturday, May 6, 2023 at 9 AM at the Lunenburg Middle/High School.
- The Annual Town Election is Saturday, May 20, 2023 7 AM-5 PM at TCP.

